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Professional Responsibilities and Procedures Committee
Meeting of March 8, 2006
Minutes

Members Present: Bullock, Cannon, Dhiman, Elswailer,
Fagerheim, Holmes, MacAdam (chair), Olsen, and Sherlock

1. Minutes from the previous meeting were approved.

2. Report from the March Faculty Senate meeting:

Reasons for Non-Renewal. Received final approval, with the suggestion “nonrenewal” be hyphenated in the code.

Extension of Pre-Tenure Probationary Period. Received final approval.

Deans’ Tenure and Promotion Advisory Committees. A grammatical change to draft code. It was also suggested that details of the composition of the promotion advisory committee be copied and added to the tenure advisory committee paragraph. However, the PRPC annual report from last year notes that removal of this information from the paragraph on promotion advisory committees was approved by Senate. PRPC will report this to the Senate before proceeding.

Clarification of Revision of Role Statement. Approved with the addition of “and dean or director”. The further addition of “or vice-provost” was suggested by PRPC.

Deadline for Initial Promotion Committee Meeting. Charge received to draft code as proposed. A chart with a time line for each deadline (Oct. 15 and Feb. 15) was suggested by Derek Mason following the FS meeting; a draft was approved by PRPC.

Temporary Vacancies on Tenure and Promotion Advisory Committees. Our decision to leave the code as is was approved.

3. Continuing Discussion

Role Statement Criteria for Award of Tenure and Promotion - Excellence in a Minor Role. The chair reported that this proposed amendment was not approved for the Faculty Senate agenda by FSEC (the vote was not unanimous). However, Code 402.12.1(6) instructs FSEC to “place reports and recommendations of other Senate committees on the Senate agenda without alteration.” This proposal will, therefore, be moved forward again.

Revised Flow Chart and PRPC Procedures. A revised flow chart to clarify the source of proposals for code changes and separate these from drafting of code change, was approved and will be presented to FSEC for inclusion in the Faculty Senate Handbook.

Proposal to Clarify the Role of PRPC. Since there has been some confusion about the duties of PRPC, a proposal to revise the code to clarify this was discussed, and a draft “Procedures for PRPC was distributed for review and comment, and for the future reference of PRPC chairs.

Academic Rights and Responsibilities. PRPC was assured by Lynn Dudley that Kate Cole has no objection to Utah State University using the U of U Accommodations Policy without citation. Revisions to Code 403, the Resolution Policy, and the Excused Absences Policy were reviewed and discussed. A draft of each with all changes will be distributed by the chair, and PRPC will meet on March 22 to finalize revisions before the next Faculty Senate meeting. Feedback will also be sought from ASUSU ARR members.

4. New Business

Supervisors on Tenure and Promotion Advisory Committees. Code was proposed to limit the influence of a committee member who supervises another member(s).